



Greetings Colleagues,

We are pleased to announce the awards call for our upcoming 2017 NASA Cost and Schedule Symposium. Yes, this year we are opening up our awards to include schedule analysts! We are maintaining all the awards from the previous year, but as you can see we are adding schedule analysts as part of the nomination pool.

In the intervening year since our last Symposium, there has been a great deal of hard work completed by both outstanding individual performers and estimating teams throughout our Agency! We all know the importance of recognizing people who have done outstanding work. It is now time for each of us to nominate individuals that have distinguished themselves through their accomplishments, dedication, leadership, and team work over this past year. Please don't miss this opportunity to write up and submit award nominations for those you feel are deserving of recognition.

We are accepting nominations for the following annual award categories:

- The NASA Cost and Schedule Leadership Award
- The NASA Cost and Schedule Analyst of the Year Award
- The NASA Rising Star Award
- The NASA Cost and Schedule Team Award
- The NASA Cost and Schedule Support Contractor of the Year Award
- The NASA Top Community Support Award
- The William S. Rutledge Life Time Achievement Award

The selection process and criteria for the awards, along with the requirements and format for each award are on the following pages of this announcement. They are also located on the Symposium website at: [https://nasa.gov/offices/ocfo/cost\\_symposium](https://nasa.gov/offices/ocfo/cost_symposium). Please use these forms and follow the instructions for nomination.

The awards will cover the period of August 1, 2016 – August 1, 2017. Nominations can be submitted by anyone in our NASA estimating and analysis community, but they must be emailed by close of business on **July 14th, 2017** to Mr. Eric Plumer at [Eric.Plumer-1@nasa.gov](mailto:Eric.Plumer-1@nasa.gov) (Subject Line: 2017 Cost and Schedule Symposium Awards Nomination)

Awards will be presented to the recipients at our annual NASA Cost and Schedule Symposium which will be held **August 29<sup>th</sup>-31<sup>st</sup> at NASA Headquarters in Washington D.C.**

Please ensure every effort has been taken to widely distribute the announcement of this awards call throughout our NASA cost and schedule community. Thank you for your support!



# **Nomination Form For The NASA Cost and Schedule Leadership Award**

The NASA Cost and Schedule Leadership Award is established to provide recognition to an individual who has brought leadership and inspiration to the space cost and/or schedule community in activities such as championing a cause, leading and mentoring others in the space cost and/or schedule community, acting as a strong advocate for the cost and/or schedule community, and garnering the respect of his/her peers. The nomination is open to current NASA civil servants and JPL/APL personnel in the cost and schedule community of practice.

## **Nominee Information**

Full Name:

Business Address:

Current Job Title:

Center:

Phone Number / Email Address:

Supervisor's name and phone number (if known):

## **Nominator Information**

Full Name:

Business Address:

Current Job Title:

Organization/Company:

Phone Number / Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual. Include details of the Nominee's achievements, including job description, and significant professional contributions based upon the description of the award above. Other suggestions include the following: describe the difficulties and obstacles overcome; the direct effect the act or service had or will have on cost and schedule community of practice at the Center level and/or the Agency level; describe the tangible/intangible benefit to cost and schedule community of practice at the Center level and/or the Agency level.

**PROFESSIONAL ACCOMPLISHMENTS:** Provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations, if applicable.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.



# **Nomination Form For The NASA Cost and Schedule Analyst of the Year Award**

The NASA Cost and Schedule Analyst of the Year Award is established to provide recognition to an individual who has excelled in the technical merits of cost estimating at a specific Center or at NASA Headquarters. Specific areas may include the following: economic analysis; cost/price analysis; schedule management, project evaluation; cost/benefit analysis; quantitative analysis to include the application of statistical techniques to contemporary programs; policy analysis; special studies; the design of systems to integrate and improve management information; cost effectiveness analysis; cost or schedule modeling; and/or parametric cost or schedule estimating. The nomination is open to current NASA civil servants and JPL/APL analysts working in the cost and schedule community of practice.

## **Nominee Information**

Full Name:

Business Address:

Current Job Title:

Center:

Phone Number:

Email Address:

Supervisor's name and phone number (if known):

## **Nominator Information**

Full Name:

Business Address:

Current Job Title:

Organization/Company:

Phone Number:

Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual. Include details of the Nominee's achievements, including job description, significant professional contributions.

**PROFESSIONAL ACCOMPLISHMENTS:** Provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations, if applicable.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.



# **Nomination Form For The NASA Cost and Schedule Rising Star Award**

The NASA Cost and Schedule Rising Star Junior Award is established to provide recognition to a junior (age 30 and under) individual who has demonstrated talents, achievements and leadership merits of a future leader in the technical areas of cost estimating and/or schedule management at a specific Center or at NASA Headquarters. Specific areas may include the following: economic analysis; cost/price analysis; schedule management; project evaluation; cost/benefit analysis; quantitative analysis to include the application of statistical techniques to contemporary programs; policy analysis; special studies; the design of systems to integrate and improve management information; cost effectiveness analysis; cost or schedule modeling; and/or parametric cost or schedule estimating. The nomination is open to co-ops, current NASA junior civil servants and JPL/APL analysts in the cost and schedule community of practice.

## **Nominee Information**

Full Name:  
Business Address:  
Current Job Title:  
Center:  
Phone Number:  
Email Address:  
Supervisor's name and phone number (if known):

## **Nominator Information**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number:  
Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual. Include details of the Nominee's talents, achievements and leadership merits of a future leader in the technical areas of cost estimating and/or schedule management. You may include job description, and significant contributions based upon the description of the award above. Other suggestions include the following: describe the difficulties and obstacles overcome; the direct effect the act or service had or will have on cost and schedule communities at the Center level and/or the Agency level; describe the tangible/intangible benefit to cost cost and schedule communities at the Center level and/or the Agency level.

**PROFESSIONAL ACCOMPLISHMENTS:** If applicable, provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations. School involvement is appropriate for co-op's.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.



# Nomination Form For The NASA Cost and Schedule Team Award

The NASA Cost and Schedule Team Award is established to provide recognition to outstanding team performance in the NASA cost and/or schedule community as evidenced by documentation of specific accomplishments during the past year. This award recognizes the efforts of the team whose members have worked together successfully, reaching goals through commitment, motivation, and communication. The success of the team, adoption of study results or resulting savings from the team's efforts will be necessary to determine the effectiveness of the team. Examples of team efforts are NASA cost estimating teams and NASA schedule management teams, special study teams, teams who have advanced NASA's cost and/or schedule initiatives, or related efforts. A team is defined as a grouping of individuals, made up of four to twenty individuals, brought together temporarily to perform a specific task not in the purview of the current office structure. The team may consist of current NASA civil servants, cross Center teams, and support contractors.

**NOMINEE INFORMATION: Please provide the following for each team member, add members as necessary:**

- 1) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):  
NASA Project POC(s) Name and Phone Number(s):
- 2) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):
- 3) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):
- 4) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):

5) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):

6) Full Name:  
Center or Company Name:  
Current Job Title:  
Business Address:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known):

(Additional names may be added as necessary)

**NOMINATOR INFORMATION:**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number:  
Email Address:

**OUTSTANDING ACHIEVEMENTS:** Describe in detail the team's outstanding accomplishments, how they were accomplished, why they were undertaken, and the impact of the team's efforts. Where possible, use quantitative data to substantiate narrative, indicating the basis for all estimates and projections. Where possible, quantify results by including dollar or time savings, productivity increases, long-range implications, and general applicability to other Agencies or Centers.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.



# **Nomination Form For The NASA Cost and Schedule Support Contractor of the Year Award**

NASA support contractors play an important role in helping NASA achieve our missions and are considered part of the extended NASA family. The NASA Cost and Schedule Support Contractor of the Year Award is established to recognize an individual who has provided outstanding contractor support to the NASA cost and schedule communities. This support may be Center specific, Headquarters, cross Center support, etc. The Contractor must have worked supporting NASA for a minimum of one calendar year and significantly contributed to the field of cost estimating and/or schedule management. This nomination is open to an individual support contractor supporting the NASA cost and schedule community efforts.

## **Nominee Information**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number / Email Address:  
Supervisors Name and Phone Number (if known):

## **Nominator Information**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number / Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual. Include details of the Nominee's achievements, including job description, significant professional contributions.

**PROFESSIONAL ACCOMPLISHMENTS:** Provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations, if applicable.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.



# Nomination Form For The NASA Top Community Support Award

The NASA Top Community Support Award is established to provide recognition to a NASA Center, NASA HQ, JPL or APL employee, or Support Contractor who has best supported the cost and schedule communities of practice by selflessly undertaking tasks focused on improving the overall analysis and estimation community and all its members.

We have a number of individuals who go the extra mile to support our profession by contributing to either the betterment of the entire community, increasing collaboration amongst our community and other organizations, or by addressing specific common challenges that we all face in meeting the demands of our jobs. The individual should have demonstrated their willingness to put the community first while never expecting any individual recognition for their efforts. The nomination is open to NASA civil servants and JPL/APL employees, and Support Contractors in the cost estimating field.

## Nominee Information

Full Name:  
Business Address:  
Current Job Title:  
Center:  
Phone Number / Email Address:  
Supervisor's name and phone number (if known):

## Nominator Information

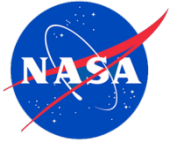
Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number / Email Address:  
Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual. Include details of the leadership or achievements that merit consideration of the nominee. You may include task descriptions, and significant contributions based upon the description of the award above. Other suggestions include the following: describe the difficulties and obstacles overcome; the direct effect the act or service had or will have on the broader cost and schedule analysis communities; describe the tangible/intangible benefit to the community(ies) and/or its members; describe the selfless acts undertaken and the willingness to place the community(ies) needs above the individual. **PROFESSIONAL ACCOMPLISHMENTS:** If applicable, provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations.

**OTHER:** Provide any other information that you feel would enhance the nomination.

**ABSTRACT:** Provide an abstract summarizing achievements and accomplishments (not to exceed 300 words) to be read at the awards banquet.





# Nomination Form For William S. Rutledge Life Time Achievement Award

The William S. Rutledge Lifetime Achievement Award is established to recognize an individual who has demonstrated exceptional dedication and made an outstanding contribution to the NASA cost estimating community and/or the NASA schedule management community during his or her lifetime. This individual is passionate about their work, skilled in the art of cost estimating, and has/had practiced these fundamentals for a significant amount of his or her career. They have demonstrated commitment to the profession over time. The Nominee's initiative and leadership in the cost estimating and/or schedule management communities may take the form of hands-on work (in any related area of cost estimating and/or schedule management); promotion of the awareness of new cost and schedule policies, models or tools; the development of new cost and schedule policy(s), improvement(s) to cost and schedule research and/or models; the development of new cost and schedule models that have enhanced the tools for the cost and/or schedule communities. This individual overcame obstacles. This person may have strengthened cooperative efforts both within the NASA's cost estimating and/or schedule management fields as well as with outside Agencies or Departments, and cost estimating and/or schedule management support contractors. The recipient of the Award has made a lasting difference to the NASA Cost Estimating and/or Schedule Management Communities. This nomination is open to current and retired NASA civil servants and JPL/APL personnel.

## **Nominee Information**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number:  
Email Address:  
Supervisors Name and Phone Number (if known, if applicable):

## **Nominator Information**

Full Name:  
Business Address:  
Current Job Title:  
Organization/Company:  
Phone Number:  
Email Address:

**OUTSTANDING ACHIEVEMENTS:** Provide the reasons why you are nominating this individual based upon the description of the award above. Include details of the Nominee's achievements, including job description, significant professional contributions.

**PROFESSIONAL ACCOMPLISHMENTS:** Provide information regarding the nominee's professional affiliations and certifications, articles and publications, awards, contributions to ICEAA, AACE, PMI, and other professional organizations, if applicable.

**OTHER:** Provide any other information that you feel would enhance the nomination.